



Ames  
Research  
Center

## SAFETY NOTIFICATION CHECKLIST FOR ON-SITE TRAINING OR EVENTS

EVENT DATES	EVENT POC NAME	ORGANIZATION	PHONE
CONTRACTOR SPONSOR EMAIL	CONTRACTOR SPONSOR NAME	ORG	PHONE
CIVIL SERVANT SPONSOR EMAIL	CIVIL SERVANT SPONSOR NAME	ORG	PHONE

DESCRIPTION OF EVENT


HEALTH AND SAFETY ITEMS	COMMENTS
<input type="checkbox"/> Yes <input type="checkbox"/> No Food	
<input type="checkbox"/> Yes <input type="checkbox"/> No Explosives, Pyrotechnics or Ammunition	
<input type="checkbox"/> Yes <input type="checkbox"/> No Lasers/Radioactive Material/Satellite Dishes/Microwave/ Radio Frequency Transmitters	
<input type="checkbox"/> Yes <input type="checkbox"/> No Tents being erected	
<input type="checkbox"/> Yes <input type="checkbox"/> No Displays being erected	
<input type="checkbox"/> Yes <input type="checkbox"/> No Construction- Involve any construction activities	
<input type="checkbox"/> Yes <input type="checkbox"/> No Working at elevations > 4 ft	
<input type="checkbox"/> Yes <input type="checkbox"/> No Electrical work or any exposure to electrical equipment	
<input type="checkbox"/> Yes <input type="checkbox"/> No Lifting Equipment-Cranes, manlifts, forklifts, etc.	
<input type="checkbox"/> Yes <input type="checkbox"/> No Trip hazards	
<input type="checkbox"/> Yes <input type="checkbox"/> No Noise $\geq 85$ dBA	
<input type="checkbox"/> Yes <input type="checkbox"/> No Chemicals (If yes, please attach Material Safety Data Sheets)	
<input type="checkbox"/> Yes <input type="checkbox"/> No Power tools	
<input type="checkbox"/> Yes <input type="checkbox"/> No Aircraft/Rotocraft	
<input type="checkbox"/> Yes <input type="checkbox"/> No Uninhabited Aerial Vehicles (UAVs)	
<input type="checkbox"/> Yes <input type="checkbox"/> No Robotic Equipment	
<input type="checkbox"/> Yes <input type="checkbox"/> No Digging/excavation	
<input type="checkbox"/> Yes <input type="checkbox"/> No Modification of traffic flow (closed roads, special parking)	
<input type="checkbox"/> Yes <input type="checkbox"/> No Port A Potty/Hand wash stations	
<input type="checkbox"/> Yes <input type="checkbox"/> No Weather conditions addressed for potential hazards during event	
<input type="checkbox"/> Yes <input type="checkbox"/> No Medical support	

**AFTER SUBMISSION TO, AND REVIEW BY THE SAFETY AND MISSION ASSURANCE OFFICE, EVENT MAY PROCEED.**